CITY O	F NEW ORLEANS - TRAVEL A	AUTHORIZATION				
l) NAME OF EMPLOYEE						
) NAME OF AGENCY:_						
•	•	· · ·				
B) PURPOSE OF TRAVEL	PURPOSE OF TRAVEL:					
) DESTINATION:	DESTINATION:					
) NUMBER OF DAYS IN	NUMBER OF DAYS IN TRAVEL STATUS:					
	f					
DATE(S)	LOCATION	TELEPHONE NUMBER				
	_					
		, whose address is, and whose relationship to me is				
•	as my beneficiar					
	-					
	• .	Signature of Employee				
	·					
·	Market of the second second					
Signature of Director		Signature of Deputy Mayor				
	Approved: Disapproved:					
	- 100ppi 0 100n	Andrew D. Kopplin First Deputy Mayor/ CAO				
ef: Policy Memorandum No. 9 (R)		Date Rev: 10/10				

## CITY OF NEW ORLEANS - TRAVEL EXPENSE ACCOUNT

DATE:	· · · · · · · · · · · · · · · · · · ·					
· .						
NAME OF EMPLOYE	E	DEPARTMENT	<del></del> .		TITLE	
TRAVEL TO:			PERIOD:		TO:	
CIT	Y	STATE		DATE		DATE
PURPOSE:			·			
'(1) EXPENSES (Note if	expenses are supported by re	eceipt(s) attached)		·	AMOUNT	
TRANSPORTATION:	· ·			\$		
LODGINGS:		• .	· ·	\$		
MEALS:				\$		
TIPS:	·		· 	\$		
TAXI CAB(S):			<u>.</u>	\$		
OTHER EXPENSES:			_	\$		
				•		
'(2) TOTAL EXPENSES				\$	÷	
			4			
				GNATURE (	DEDIRECTO	j je Raje:
I certify that this travel expense act the travel was performed on the d						
business only, and that the expen		• •	SIGN	ATURE OF	DEPUTYAMA	YOR
EMPLOYEE'S SIGNATU	JRE			NDREW B	KOPPLIN MAYOR C	A
(3) AMOUNT ADVANCED OF		DATED:	_		\$	· .
'(4) LESS: Total expenses rep '(5) DIFFERENCE	orted in Line 2 above					
Excess of line 3 over 4 deposited as p	er copy of Receiving Warrant No.		_attached.			٠
SHOULD LINE 4 EXCEED LINE 3 ABOVE, COMPLETE PARAGRAPH BELOW						
Reimbursement requested for add requested on	ditional funds in connection with Public Voucher Number	expenses in excess of A dated	dvance in the a	amount of	* .	
					•	

Date Rev.

10/10

Ref. Policy Memorandum No. 9 (R)

## CITY OF NEW ORLEANS

MITCHEL: J. LANDRIEU MAYOR

NORMAN S. FOSTER CHIEF FINANCIAL OFFICER

GREGORY ST. ETTENNE DEPUTY MAYOR

To Who n It May Concern:

The Cit of New Orleans, coterminous with Orleans Parish, is defined as a municipal governing authority through its home rule charter adopted by the electors in 1954. As a municipal governing authority, the State Legislature exempted it and all other municipalities from the payment of sales tax on all purchases through R.S. 47:301 (8) (C) effe tive September 1, 1991 (see attachment).

Sincere:y,

Not man S. Foster

Norman S. Foster

Chief Financial Officer

NSF/vc1

Attachn ent

1300 PERDIDO STREET | SUITE 5806 | NEW ORLEANS, LOUISIANA | 70112 PHONE 504.658.1500 | PAX 504.658.1706



ENROLLED P. J.

Regul r Session, 1991

MOUSE BILL NO. 1139 \_\_\_ ACT No. 1029
BY REPRESENTATIVES LABORDE AND HOCLEARY

AN ACT 2

To siend and reenatt R.S. 47:JOI(8)(e) and to enact R.S. 4:JOI(8)(c), relative to the state sales and use cax and the siles and use cax and the siles and use cax levied by any political subdivision; to provide that such taxes shall not apply to the state or its pullifical subdivisions; and to provide for related matters.

Be it rected by the Legislature of Louislana;

Serion 1. 2.5. 47:30(6)(6) is hereby amended and remacted and R. 47:30(6)(c) is hereby enacted to read as follows:

§ 91. Definitions

As used in this Chapter, the following words, terms, and pireses have the meaning oscilled to each in this Section. . where the monters clearly indicates a different meaning:

(8)(a) "Person", except as provided in Subparagraph (c), in sludes any locividual, firm, copercereship, joint adventure, as estateion, corporation, estate, trust, business trust, receiver, syndicate, this state, any parish, tity and parish, on the plainty, district or other political subdivision thereof of the board, agency, instrumentality, or other group of the board, agency, instrumentality, or other group of the board, agency as a unit, and the plural as well as the sigular number.

(c) For purposes of the payment of the state sales and use tax levied by any political substitution, "person" shell not include this state, any parish, cit: and parish, municipality, district, or other political sub-inision thereof, or any agency, board, commission, or instrumentality of this state or its political subdivisions.

See Lan 2. This Aca shall become effective on September I.

/s/ Buddy Roemer

GOVERNOR OF THE STATE OF LOUISIANA

## BENEFICIARY DESIGNATION



HARTFORD LIFE AND ACCIDENT INSURANCE COMPANY  HARTFORD LIFE INSURANCE COMPANY  HARTFORD FIRE INSURANCE COMPANY
PolicyholderCity of New Orleans
Policy NumberETB-114033
Insured Person's Name
Death Benefits to be paid to beneficiary named below. State relationship
•
And the right to change the beneficiary(ies) without the consent is reserved.  Date
Signature of Insured Person Date
NAMING THE BENEFICIARY
It is important that your beneficiary designation be clear so that there will be no question as to your meaning. If you need assistance, contact your company representative.
The following are the most common designations:
Mary J. Doe, Wife (NOT Mrs. John Doe). Mary J. Doe, Wife, if living, otherwise to Joseph W. Doe, Son. Mary J. Doe, Wife, if living, otherwise to Jane Doe, Daughter, and Joseph W. Doe, Son, in equal shares or to

If you name more than one beneficiary with unequal shares, please show the amount of insurance to be paid to each beneficiary in fractional parts; for example, "1/3 to Mary Jones, Mother, and 2/3 to Edith Jones, Wife."

Please state age and relationship of each beneficiary. If the beneficiary is not related to you either by blood or marriage, insert the words "Not related", and state address of beneficiary.

The signature must be in ink. Do not erase. If corrections are necessary, line out the error and initial the correction.

the survivor.

Estate of Insured Person.

LOUISIANA BOARD OF ETHICS
Post Office Box 4368
Baton Rouge, Louisiana 70821

## COMPLIMENTARY ADMISSION, LODGING AND/OR TRANSPORTATION DISCLOSURE STATEMENT

Pursuant to La. R.S. 42:1123(41), any public servant who accepts complimentary admission, lodging, or transportation to and from an educational or professional development seminar or conference shall file an affidavit with the Board of Ethics WITHIN 60 DAYS AFTER SUCH ACCEPTANCE.

RECIPIENT'S FULL NAME:	
RECIPIENT'S SIGNATURE:	
ADDRESS:	
CITY, STATE, ZIP:	
POSITION TITLE:	
EMPLOYING AGENCY:	
NAME OF CONFERENCE/SEMINAR:	
DATE OF EVENT:	
LOCATION:ADDRESS:	
CITY, STATE, ZIP:	
PERSON/ORGANIZATION HOSTING CONFERENCE/SEMINAR: PERSON/ORGANIZATION PROVIDING ADMISSION, LODGING, TRANSPORTATION:	
AMOUNT EXPENDED ON RECIPIENT ADMISSION: \$	<u> </u>
LODGING: \$	
TRANSPORTATION: \$	
SWORN TO AND SUBSCRIBED BEFORE ME THIS DAY OF	, 20,
AT	*
	(Notary Public Signature)
- -	(Printed Name)
	(Notary ID or Bar Roll)

www.ethics.state.la.us

(41)(a) The acceptance by a public servant of complimentary admission to, lodging reasonably related to, and reasonable transportation to and from an educational or professional development seminar or conference held in any state of the United States or Canada, provided that (i) the public servant is requested or invited to attend by the sponsoring civic, nonprofit, educational, or political group or organization, (ii) the sponsor is not a person from whom the public servant is prohibited from receiving or accepting a gift pursuant to R.S. 42:1115(A)(2), (iii) the seminar or conference is related to the public service of the public servant and is designed to enhance the knowledge or skill of the public servant as it relates to the performance of his public service, and (iv) the public servant's agency head approves the acceptance.

(b) Any public servant who accepts complimentary admission, lodging, or transportation to and from an educational or professional development seminar or conference shall file an affidavit with the Board of Ethics within sixty days after such acceptance, disclosing (i) the name of the person or organization who gave, provided, or paid in whole or in part for the admission, lodging, or transportation, (ii) the person or organization that hosted the seminar or conference, and (iii) the amount

expended on his behalf by the person or organization on admission, lodging, and transportation.

(c) The provisions of this Paragraph shall not require an affidavit to be filed in connection with the acceptance by a public servant of admission, lodging, or transportation relative to a seminar or conference held or hosted by the agency or governmental entity of the public servant.